

**City of Flagstaff**  
**Parks and Recreation**  
 Administrative Office (928) 779-7690  
 Parks Maintenance Shop (928) 774-2868

**Fee Schedule for Electricity and Equipment**

<u>Quantity Available</u>	<u>Equipment Rental Cost (per day):</u>	<u>Replacement Cost:</u>	
10	Spider box	\$15.00	Spider Box \$655.00
5	100' cord	\$10.00	100' cord \$435.00
4	50' cord	\$10.00	50' cord \$285.00
4	25' cord	\$ 5.00	25' cord \$215.00
4	Y adapter (U ground)	\$ 5.00	Y adapter (U ground) \$205.00
4	Y adapter (50 amp)	\$ 5.00	Y adapter (50 amp) \$215.00
	Truck Trak:		Truck Trak:
10	3' section	\$10.00	3' section \$315.00
1	45° section	\$ 5.00	45° section \$170.00
1	End caps (pair)	\$ 5.00	End caps (pair) \$130.00
9	Sleeve caps	\$ 0.00	Sleeve caps \$ 5.00
60	3'6"(h) X 10'(w) fence panels	\$ 7.50	3'6"(h) X 10'(w) fence panel \$125.00
7	Wheeler Banner Poles	\$ 0.00	Wheeler Banner Poles \$ 75.00
2	Heritage Square Poles	\$ 0.00	Heritage Square Poles \$ 75.00
<u>Electricity Cost:</u>			
<u>Heritage Square</u>		<u>Wheeler Park</u>	
\$10.00 for ½ day or less		Small Events:	\$10.00 for ½ day or less
\$15.00 for full day			\$15.00 for full day
		Large Events:	\$20.00 for ½ day or less
			\$35.00 for full day
<u>Key Deposit</u>			
\$50.00 each			

**Conditions:** A list identifying all equipment requiring electrical power and an electrical site plan must be submitted for electrical service. Show the layout of extension cords, spider boxes, and anticipated amperage draw (20 amp, 12.2, etc.). Proper cords must be used, all UBC's must be followed and connections must be weatherproof. Cords extending over sidewalks must meet ADA standards and covered with Truck Traks preventing any tripping hazards.

A pre-event walkthrough must be scheduled no later than one week prior to the event to review electrical needs. Walkthroughs are conducted on Tuesday and Thursday between 1:00 p.m. and 2:30 p.m. Electrical equipment may be rented and picked up at the Parks Maintenance shop on the Tuesday, Thursday or Friday between 1:00p.m. and 2:30 p.m., before the event and must be returned one day after the event. The permit holder and City staff must mutually inspect and agree on the condition of cords and boxes prior to the event and upon return of borrowed items. It is the responsibility of the renter to demonstrate to staff that they fully understand the safe operation of any equipment rented. When applicant provides their own electrical equipment; i.e., generators, spider boxes, etc, electrical set-up, permits, and/or approval by a certified electrician may be deemed necessary. The City's certified electrician will inform the applicant of any requirements during the pre-event walkthrough.

The permit holder must pay the overtime hourly labor cost for a City electrician or a City representative if services are needed after hours and during the weekend. It is the responsibility of the permit holder to pay the cost to replace or repair any damaged equipment. Equipment available for rent is limited to the quantities noted above. Rentals are available on a first-come, first served basis.

Identify on the site plan which of the permitted banner locations will be used. Visual markers must be attached to cords between the banner's lower corners and the pole.

It is the permit holder's responsibility to pick-up and return all rental equipment to the Park Maintenance Office located at 600 N. Thorpe Rd., Monday–Friday during scheduled work hours. Calling (928) 774-2868 in advance is highly recommended. Equipment must be returned to Park or Facility Maintenance staff.

**Use of City of Flagstaff electrical equipment must meet all appropriate City Codes.**

